

Grace and Holy Trinity Cathedral  
**Minutes, Regular Meeting of the Vestry**  
**Thursday, April 23, 2020**

Members Present: The Very Rev. Dr. Andrew C. Keyse, Dean; Paula Henderson Connors, Senior Warden; Richard Morse, Junior Warden; Jonathan Sternberg, Clerk; Sharon Cheers; Sharon Cheers; Amy Cornwell; Jeff Johnson; Kristen Ellis Johnson; Ron Michka; Nick Smith; Ken Stewart; Ryan Thomas.

Others present: Steve Moore, Chancellor; David Telep, Treasurer.

Not present: Bill Colvin.

The meeting was held via Zoom teleconference due to the COVID-19 pandemic and was called to order at 5:30 p.m. by Dean Andy in prayer.

**1. Approval of previous meeting's minutes**

Jonathan Sternberg presented the minutes from the previous Vestry meeting on March 26, 2020. Dean Andy requested a correction to the vote for Convention Delegates, to change the vote to be for who would be selected, and to add in the names of the selectees. Kristen Ellis Johnson requested a correction to a typo. Ken Stewart moved to accept the minutes as corrected, Kristen Ellis Johnson seconded the motion, and the motion was approved by unanimous voice vote.

**2. Dean's Report**

Dean Andy discussed how the livestream was going for services. We have signs inviting people to the livestreams. We also added reading prayers in the service, which has been well-received. We also added a donation button and a QR code for donations to the digital bulletin. We've also added an adult formation part to the Dean's Forum, which had a lot of participants and was also well-received. We looked into ringing the bells into the tower, but it turns out the machine doesn't work right and hasn't been used in two years, but we're going to work on fixing it.

Many Vestry members commented on how good the video looks. Richard Morse commented that we need to make sure the internet doesn't buffer. Dean Andy said our IT people will come in and looking at the best way to fix that. Several members discussed ways how to make it easier to find the services and how to make it easier and more apparent to donate.

Dean Andy shared some number on online giving. The numbers are up this year. \$2,781 in 32 transactions last year, of which \$2,600 was recurring. This year, same period in March and April, we had \$15,482 in 73 transactions, 39 of which were from those new to online giving. So, that's been working. So far, we've received \$29,000 in pledge money and \$1,485 in plate, including checks in the mail and online. For the Easter offering, we received nearly \$5,000. Plate is down, but pledges are coming in as usual and are constant. We've also had some gifts come in over the last month, including a \$10,000 gift and a new pledge.

### **3. Financial Report**

David Telep presented the financial report.

Plate offerings are strong in March, and April is sounding good. Something we discussed for the \$10,000 that's part of March that Dean Andy mentioned will show up on gifts and bequest line for April. We have \$50,000 budgeted for that, so this should fit nicely into that and chip away at that mark. We also have no user fees, because nobody's at the Cathedral, and is quite a loss to revenue. We're \$24,000 under for revenue total.

As for expenses, March was the last month for payments to Christy. We should see some savings there. We're also saving \$1,000 a month over budget on utilities because nobody's using the Cathedral. Property expenses are down by about \$4,000, but Dave Barker has several things that need to be done so we shouldn't expect that to continue. Expenses overall are \$21,000 below budget.

We have cash of \$127,000 maintained, which is good.

Giving campaign numbers are up to \$402,000 in pledges, versus \$467,000 budget goal. We're still a bit behind.

David discussed ways to save money. Residual from Christy retiring is about \$83,000 that we had budgeted but won't be spending. Of course, that's a huge vacancy and will need to be filled, but for now that's a savings. Our PPP loan was fully funded through UMB for \$166,000, which will be very helpful. Richard Wolf and Steve Moore are eyeing it to make sure that its uses are fully accounted for so it can be forgiven at the earliest opportunity. David discussed the terms.

Another thing to be aware of is the stock market. 70% of our revenue comes from our endowment, so when the market goes south our funds also go south, which impacts our draw for the next year. We've lost \$1.4 million in the past week. That's a lot for our 5%-10% draw. If the market was at this level toward the end of the

year, our loss for 2021 would be \$110,000. Plus, at this point, we have a pledge deficit of \$60,000. We've projected a deficit of \$140,000 or \$150,000 for 2020. The PPP money gives us a one-time boost, which will pull us out of the hole for 2020. But this is only cautionary going into 2021, when we have to expect those deficits to be there even worse, to the tune of \$250,000 to \$300,000. We need to take actions to mitigate this, which will come down to the Dean and Vestry to do that. The Finance Committee is looking for suggestions from the Vestry about how to plan for this, close the budget gap, and account for the future.

Due to these concerns, Dean Andy has formed committee to look at in house savings and make recommendations to the Finance Committee and the Vestry by their May meeting.

#### **4. Stewardship Report**

Steve Moore, Chancellor, reported on ongoing stewardship. Dean Andy has been great with his heartfelt appeals for donations. Steve worries there isn't much he can do for 2020, but we need to plan for and look forward to 2021. Steve says the beginnings of a robust stewardship committee for 2021 are in place, and he sought more volunteers for that from the Vestry. Members discussed various ideas for raising money in the short and long terms.

#### **5. Junior Warden's Report**

Richard Morse presented his report. He reminded us that while we're discussing our own tough decisions, there are lots of people out there suffering. He wants to set up a gift-card program for people who may or may not have received a stimulus check but are still in need, and was looking for names of people for whom a small gift card would go a long way. He also wanted to make sure that all parishioners received a call, just to be sure we aren't leaving anyone out and people feel connected. Dean Andy sought volunteers for this, and many Vestry members volunteered, as will many non-Vestry people. Richard also said that the Communications Committee was more important than ever, and to make sure that whoever the liaison to it is is well thought through. A discussion also ensued to make sure that we had a good, up-to-date list of everyone in the Cathedral's contact information.

#### **6. Senior Warden's Report**

Paula Henderson Connors, Senior Warden, discussed follow-up calls and checking into parishioners. She suggested engaging Stephen ministers in doing so. She reminded the Vestry to keep their fingers on the pulse of the congregation, not

only shut-ins but younger people who have been furloughed or lost their jobs. She suggested other opportunities for online meetings, giving Women's Bible Study as an example.

## **7. Old and New Business**

Dean Andy discussed dates for possible Parish events, including June 5 and July 27. Richard Morse suggested the possibility of an online version of a party or celebration where people could still get together. A discussion ensued about this, with various ideas being raised. Nick Smith mentioned a Young Adults meeting Thursday at 6:00 p.m.

Dean Andy asked for times to discuss mission statements and committee placements. He said he would put something together and put it out there, encouraging Vestry to join in.

Sharon Cheers discussed safety and security, that people were at the Cathedral to make sure everything was taken care of in the buildings, grounds, and business, and the Downtown Council was thankful that someone was there every day.

The meeting adjourned at 7:37 p.m. Dean Andy closed in prayer. The next regular meeting of the Vestry will be Thursday, May 28, 2020.